



City of Greenville 2006-2007 Goals

Six-Month Update

1. **Goal: Form Effective Partnerships**

A. *Objective: Encourage cooperation and coordination among units of local government in Pitt County*

Action Item #1: Continue to develop effective working relationships with the Pitt County Commissioners and establish an annual meeting date

Responsibility: Mayor, City Council, City Manager

Timeframe: October 2006

Fiscal Note: No direct cost

Status: The Mayor, County Commission Chair, City Manager, and County Manager meet on a quarterly basis to discuss mutual issues and projects. At the last meeting on June 15, 2006, planning was initiated for the joint meeting to be scheduled for October.

Action Item #2: Continue to work with the Town of Winterville and Greenville Utilities Commission through the joint committee to address mutual issues of growth and utility service

Responsibility: Councilmembers Dunn and Little, City Manager

Timeframe: Ongoing

Fiscal Note: To be determined

Status: The joint committee has continued to meet on a regular basis (January 19, February 16, April 20, and June 15.) At the next meeting on August 17, the Committee will review two proposed agreements to address municipal services in the areas between the current Greenville and Winterville corporate limits. When approved by the committee, the agreements will be submitted to the respective governing bodies for ratification.

Action Item #3: Develop a more mutually beneficial mutual aid agreement with one neighboring fire-rescue department

Responsibility: Fire-Rescue Department

Timeframe: September 2006

Fiscal Note: To be determined

Status: The Fire-Rescue Department has reached an agreement with the Winterville Fire Department to initiate automatic aid along limited border areas by September 15, 2006.

- B. *Objective: Continue partnership and form new partnerships with businesses, educational institutions, and nonprofits when opportunities exist*

Action Item #1: Continue to work with the Pitt County School Board on plans for improvements to Sadie Saulter School

Responsibility: Community Development Department

Timeframe: July 2006

Fiscal Note: To be determined

Status: The City Attorney and Director of Community Development continue to work with Pitt County Schools staff in the development of a memorandum of understanding. The School Board is considering long-term plans for Sadie Saulter School.

Action Item #2: Meet with representatives of Pitt County School Board and Pitt Community College to determine a role for the City in providing technical skills for high school drop-outs

Responsibility: Mayor and City Manager

Timeframe: June 2006

Fiscal Note: To be determined

Status: The Mayor and City Manager meet quarterly with the School Superintendent, President of Pitt Community College, representatives of the GoldenLeaf Foundation, and others to discuss educational funding needs. These discussions include the high school dropout issue. Also, during the intercity visit to Athens, Georgia, in April, a tour was made of an alternative high school for dropouts. The Mayor is encouraging the School Board to pursue the Athens model.

Action Item #3: Continue to provide Community Development Block Grant and HOME funding to nonprofit agencies for implementation of the Consolidated Plan

Responsibility: Community Development Department

Timeframe: June 2006
Fiscal Note: \$200,000

Status: Eight non-profit organizations were awarded \$123,700 from the CDBG program and two Greenville area organizations were awarded \$162,688 under the HOME program this year.

C. *Objective: Create a database of nonprofit organizations*

Action Item #1: Work with such agencies as the Greenville Foundation, Department of Revenue, Chamber of Commerce, and United Way to gather information on nonprofit organizations in Pitt County

Responsibility: City Clerk
Timeframe: September 30, 2006
Fiscal Note: No direct costs

Status: Some organizations that may provide information to be used in preparing an all-inclusive listing have been contacted.

Action Item #2: Have the database on nonprofit organizations in Pitt County put on the City of Greenville website

Responsibility: City Clerk
Timeframe: November 30, 2006
Fiscal Note: No direct costs

Status: An all-inclusive listing needs to be prepared prior to this action item being completed.

2. **Goal: Organize City Services to Meet the Needs of the Citizens**

A. *Objective: One-stop shop for permits*

Action Item #1: Prepare a list of permits issued by the City that require multiple stops

Responsibility: Public Works, Community Development, and Financial Services Departments

Timeframe: July 2006

Fiscal Note: No direct costs. Identification of permits performed in-house.

Status: A list of permits requiring multiple stops was compiled in July 2005 and reviewed by the Public Works, Community Development, and Financial Services Departments. ABC permits are being studied for electronic routing and approval.

Training and transfer of Cemetery responsibilities to Public Works personnel has been completed.

Action Item #2: Prepare a report defining the impact of changes in multiple stop permitting; report to City Council

Responsibility: Public Works and Community Development Departments

Timeframe: December 2006

Fiscal Note: No direct costs. Study performed in-house.

Status: Public Works and Community Development Departments are evaluating the impact of suggested or possible changes to report to City Council by December 2006.

Action Item #3: Develop implementation/transition plan for agreed-upon changes

Responsibility: City Manager

Timeframe: April 2007

Fiscal Note: No direct costs. Plan developed in-house

Status: Implementation/transition plan development is expected to occur in 2007 following completion of Goal 2, Objective A, Action Item #2, which is due in December 2006.

Action Item #4: Implement agreed-upon changes

Responsibility: City Manager

Timeframe: October 2007

Fiscal Note: Direct costs may be involved dependent on plan

Status: This Action Item will be addressed following completion of the preceding Action Item.

B. *Objective: Have more communication with the public on issues going to the Planning and Zoning Commission*

Action Item #1: Promote more utilization of the City's web site where Planning and Zoning Commission agendas and meeting minutes are currently published approximately one week in advance of the upcoming meeting

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: No direct costs

Status: Planning and Zoning Commission meeting agendas and prior meeting minutes are currently posted to the City's website.

An automatic notification of interested persons via e-mail is being studied when the electronic agenda is posted on the website. This may require additional upgrades to the existing software program to route agendas to interested persons when they are posted on the City's website.

Action Item # 2: Develop an e-mail listing of interested persons and organizations for distribution of the Planning and Zoning Commission agenda in advance of the scheduled meeting date

Responsibility: Community Development Department

Timeframe: May 2006

Fiscal Note: No direct costs

Status: In early July e-mail and paper mailing lists were completed and are updated routinely.

Action Item #3: Facilitate the telecast of all Planning and Zoning Commission meetings on GTV-9

Responsibility: Community Development Department

Timeframe: May 2006

Fiscal Note: No direct cost for facilitation. Action Item #1 under Goal 4, Objective C will address production costs.

Status: Community Development informational presentations have been formatted for telecast and will be coordinated with the Public Information Office. Televising will be enabled with the hiring of the full-time Communications Technician.

C. *Objective: Reduce the per capita volume of solid waste being disposed of in landfills*

Action Item #1 Develop a plan to better promote the City's Recycling Program

Responsibility: Public Works Department

Timeframe: September 2006

Fiscal Note: No direct cost – Plan of action to be completed in-house.

Status: Staff, in conjunction with the Environmental Advisory Commission, is evaluating ways to better promote the City's recycling program. A plan of action will be prepared to meet the stated timeframe.

Action Item #2 Develop partnerships to increase recycling within the community

Responsibility: Public Works Department

Timeframe: Begin immediately and complete by January 2007
Fiscal Note: No direct cost

Status: The City has established a partnership with Eastern Carolina Vocational Center, utilizing a North Carolina Department of Energy and Natural Resources recycling grant, to install multi-family recycling centers. The Public Works Department will continue to seek partnerships with other business and governmental entities in the near future.

Action Item #3: Develop incentive programs to inspire increased recycling

Responsibility: Public Works Department
Timeframe: March 2007
Fiscal Note: To be determined

Status: Public Works staff is exploring incentives being used by other communities to promote recycling. The knowledge gained through this exercise will be used to develop the best possible program for the City of Greenville.

D. *Objective: Enforce Ordinances that are in effect*

Action Item #1: Evaluate administration of nuisance, zoning, and minimum housing ordinances for their effectiveness and examine codes that need to be amended

Responsibility: Community Development Department, City Manager, and City Attorney
Timeframe: October 2006
Fiscal Note: No direct costs

Status: A comprehensive review of nuisance, zoning, sign, and minimum housing codes, and application of standards is underway. Some preliminary results suggest divergence between code requirements and actual enforcement. A full report is expected in October 2006.

3. **Goal: Increase the Technological Capability of the City**

A. *Objective: Increase use of information technology to provide direct service to citizens*

Action Item #1: Complete installation of InTouch citizen tracking software

Responsibility: Public Information Office and Information Technology

Timeframe: June 2006
Fiscal Note: \$20,000

Status: Installation is complete. Training and testing have been underway. The last portions of training and a complete live rollout with the web component should be completed by the end of July.

Action Item #2: Further enhance the City's web page by working with users on prioritizing web topics, perform needs assessment for web-based software applications, select software applications and Click-to-Gov tools, and implement back-end software applications as needed

Responsibility: Information Technology Department
Timeframe: Ongoing
Fiscal Note: To be determined based on selected applications

Status: Building Inspections applications on the Web have been implemented and contractors are using this tool to schedule and make building inspections inquiries. Business License for the Web has been implemented and businesses are able to inquire and renew a business license via the web.

B. *Objective: Consider technology enhancements in other departments*

Action Item #1: Evaluate a system for City Council agenda automation

Responsibility: City Manager, City Clerk, and Information Technology Department
Timeframe: May 2006
Fiscal Note: To be determined

Status: A software solution, MuniAgenda by MCCi, has been selected and implementation of the system is scheduled for the September City Council meeting.

Action Item #2: Assess the feasibility of allowing employees to be able to access their pay information from a personal computer. This enhancement would eliminate time and effort spent on printing direct deposit stubs and then stuffing them into envelopes.

Responsibility: Coordination between Financial Services, Information Technology, and Human Resources Departments
Timeframe: July 2007
Fiscal Note: To be determined

Status: A software solution has been evaluated. Staff determined that the software would not meet the City's needs. Financial Services, Information Technology, and Human Resources staffs are continuing efforts to come up with the most feasible software that will provide this service.

C. *Objective: Provide Citywide wireless Internet service*

Action Item #1: Determine any legal issues, license requirements, etc. associated with providing wireless service throughout the City.

Responsibility: City Attorney, Information Technology
Timeframe: May 2006
Fiscal Note: No direct costs.

Status: A legal brief and wireless Internet report were furnished to the City Council on June 13, 2006. Pending legislation, both state and federal, presents unknown impacts. Staff will continue scan for legislation and other factors that may impact this project.

Action Item #2: Develop a requirements document entailing the scope of the project and the desired results. Develop an RFP for wireless services.

Responsibility: Information Technology Department, Wireless Consultant
Timeframe: August 2006
Fiscal Note: \$25,000 consulting service

Status: A wireless pilot area of the city's Uptown district will be analyzed and implemented to provide outside wireless Internet access to those visiting the Uptown district. A review of this pilot area will be the basis for a decision to move forward with other areas of the City. The Assistant City Manager and IT Director met with the Uptown Greenville Executive Committee on July 27 to give a brief overview. The Assistant City Manager and IT Director will make a presentation to the Uptown Greenville general membership in August to build strong downtown support for this project.

Action Item #3: Send out Wireless RFP. Select a vendor for implementation of wireless service.

Responsibility: Information Technology Department, City Manager, And Wireless Consultant
Timeframe: November 2006
Fiscal Note: \$5,000 consulting service

Status: Information Technology staff is on schedule to accomplish this Action Item. Request for Proposal templates are being sought from other cities.

Action Item #4: Construct wireless system throughout the City.

Responsibility: Information Technology Department

Timeframe: May 2007

Fiscal Note: Estimated costs are \$2,659,949 infrastructure costs with \$215,979 per year recurring costs

Status: The Uptown wireless Internet project will serve as the test site for future development of a citywide plan. This approach provides staff an opportunity to develop more expertise and to troubleshoot potential service issues on a smaller and more manageable scale.

4. **Goal: Develop Understanding and Broader Citizen Participation in City Government**

A. *Objective: Continue implementation of Citizens Academy and Youth Council*

Action Item #1: Conduct the first Citizens Academy class

Responsibility: Public Information Officer

Timeframe: July 2006

Fiscal Note: \$2,500

Status: Money has been budgeted in the 2006-2007 budget. Finalized schedules are expected by the end of July with advertising to begin about the same time period. The first classes are planned for September.

Action Item #2: Continue to provide support for the Youth Council

Responsibility: Human Relations Council

Timeframe: Ongoing

Fiscal Note: \$2,500

Status: This is an ongoing process. The Youth Council has partnered with the Pitt County Substance Abuse Coalition and Citizens United Against Violence. The organizations will work to sponsor a series of youth summits on drugs, gangs, violence, and similar topics.

B. *Objective: Make decision on funding public access cable channel*

Action Item #1: Meet with Pitt County Manager and Public Information Officer to discuss shared funding

Responsibility: Public Information Officer

Timeframe: March 2006

Fiscal note: No direct cost

Status: Completed with an approximately two-thirds City and one-third County funding formula based on number of cable system subscribers. A combined total of \$50,000 is to be contributed.

Action Item #2: Submit budget item to City Manager for approval during budget process.

Responsibility: Public Information Officer

Timeframe: February 2006

Fiscal note: \$ 33,000 (annually)

Status: Completed. City Council approved an appropriation of \$33,000 for the public access cable channel in the 2006-2007 budget.

Action Item #3: Create agreement with Greenville Public Access Television for provisions of funding.

Responsibility: Public Information Officer, City Attorney

Timeframe: May 2006

Fiscal note: No direct cost

Status: Terms have been agreed to by City staff and the President of Greenville Public Access Television (GPAT). The next step is for the GPAT Board of Directors to agree and then the agreement will be submitted to City Council for consideration at possibly the August 2006 meeting.

C. *Objective: Televis one additional board meeting (possibly Planning & Zoning Commission)*

Action Item #1: Study impact on staff and budget

Responsibility: Public Information Officer

Timeframe: June 2006

Fiscal note: To be determined

Status: Televising will be enabled with the hiring of the full-time Communications Technician approved in the 2006-2007 budget and should begin with the September meeting.

D. *Objective: Have a festival centered around Greenville's history*

Action Item #1: Working with the Historic Preservation Commission, Convention and Visitors Bureau, Chamber of Commerce, East Carolina University, Uptown Greenville, and relevant Pitt County businesses determine the feasibility of establishing a new history-themed festival or incorporating more historical references into an existing festival

Responsibility: City Council, City Manager, and Public Information Office

Timeframe: October 2006

Fiscal Note: To be determined

Status: The Assistant City Manager will coordinate stakeholders' meeting(s) to identify opportunities. East Carolina University has indicated a desire to coordinate with the City on establishing an annual heritage festival as part of ECU's centennial celebration. A final report is expected in November 2006.

E. *Objective: Promote better Recreation and Parks marketing efforts*

Action Item #1: Consider creating a marketing and promotional position in the Recreation and Parks Department or contracting with a professional marketing firm

Responsibility: Recreation and Parks Department and City Council

Timeframe: June 2006

Fiscal Note: \$20,000 to \$94,000

Status: Recreation and Parks prepared information for a marketing and promotional position as part of the budget preparation process for 2006-2007. Sufficient revenues were not available in the proposed budget to fund the position. Recreation and Parks Department supported Public Information Office request for new position that will be able to provide some support for increased marketing efforts.

Action Item #2: Consider increasing advertising budget for selected programs

Responsibility: Recreation and Parks Department and City Council

Timeframe: June 2006

Fiscal Note: To be determined

Status: Recreation and Parks Department proposed and received an additional \$3,600 in advertising budget for 2006-2007.

5. Goal: Enhance Diversity

A. Objective: Continue efforts to make City government reflect the community we serve

Action Item #1: Implement provisions of the City's revised Affirmative Action Statement

Responsibility: City Manager

Timeframe: Ongoing

Fiscal Note: No direct cost

Status: The revised Affirmative Action Statement was adopted by City Council Resolution on January 9, 2006 and has been incorporated into the City Personnel Policies. Copies of the Statement have been distributed to all departments. As required by the revised Statement, where appropriate, recruitment efforts to increase the diversity of the City's workforce have been initiated in the departments with the assistance of the Human Resources Department.

Action Item #2: Prepare annual reports as required by the Affirmative Action Statement

Responsibility: All Departments

Timeframe: December 2006

Fiscal Note: No direct cost

Status: This is an ongoing process to be completed on or before December 31 each year.

Action Item #3: Increase understanding of community diversity issues through the participation of all City supervisors in an updated diversity training workshop

Responsibility: Human Resources Department

Timeframe: October 2006

Fiscal Note: To be determined

Status: The Human Resources Department is polling other cities/agencies to develop a resource list of diversity training programs that can be adapted for use by the City of Greenville.

Action Item #4: Support the work of the Greenville Fire-Rescue employee recruitment team

Responsibility: Fire-Rescue Department

Timeframe: On-going

Fiscal Note: \$3,500

Status: Funds have been encumbered for the purchase of a recruitment display and design work has been completed. The 2006 recruit class of 16 included one female and four African-American males.

B. *Objective: Celebrate the diversity of our citizens*

Action Item #1: Review mission and goals and provide financial support for the Human Relations Council

Responsibility: Community Development Department, Human Relations Council, and City Council

Timeframe: August 2006

Fiscal Note: To be determined

Status: The Human Relations Council held a strategic planning session in May 2006 to clarify its expectations. The Human Relations Council indicated a need to continue clarifying its mission and future role. The Human Relations Council is also reviewing the organizational structure of other commissions. A report will be developed by February 2007 that will address the Human Relations Council's structure and staffing issues.

Action Item #2: Increase participation in existing positive opportunities through public awareness, publicity, and targeted outreach efforts. Examples include, but are not limited to, the International Festival, Sunday in the Park, and July 4th Celebration.

Responsibility: Public Information Officer

Timeframe: On-going

Fiscal Note: Funds included in current budget

Status: The appropriate City staff members have participated in staging the International Festival, Sunday in the Park, July 4th Celebration, and similar community events.

Action Item #3: Support ongoing efforts of senior assistance services

Responsibility: Community Development Department

Timeframe: On-going

Fiscal Note: To be determined

Status: This is an ongoing effort. CDBG and HOME annual activities are developed to insure that senior citizens are served.

6. **Goal: Emphasize the Importance of Neighborhood Stabilization and Revitalization**

A. *Objective: Preserve/prevent deterioration of single-family neighborhoods for more sustainable communities*

Action Item #1: Create a Rental Property Registration and Certification Program (See Task Force on Preservation of Neighborhoods and Housing [TFPNH] recommendation #1)

Responsibility: Community Development and Information Technology
Departments

Timeframe: January 2008

Fiscal Note: \$53,000.00

Status: A database software system needed to track violations is being studied for development. Current software packages allow Code Enforcement staff to track monthly activities, but a geographic-based system is needed. The registration and certification program is on hold pending the establishment of the software system to track violations and a 12-month study period to establish violation-based (frequency and offense type) implementation standards. Meetings have been held with the IT Department staff to discuss the progress in the development of the program and how to capture data on property owners who rent properties within the City.

Action Item #2: Create a Code Enforcement Tracking System and Rental Property Database (See TFPNH recommendation #2)

Responsibility: Community Development and Information Technology
Departments

Timeframe: January 2007

Fiscal Note: \$58,000.00

Status: The tracking system and related database require tracking of violations over a 12-month period following the evaluation period. A tracking system program that establishes the baseline factors for rental registry will be submitted to City Council for consideration. Once the software package for the tracking system becomes operational tracking of violations

will begin with the program to be established 12 months from that time. Meetings have been held involving the Community Development and IT Departments to discuss the progress of the development of the software program for this Action Item.

Action Item #3: Revise the City's Code Enforcement and Appeals Process to promote consistency and capture the true cost of enforcement (See TFPNH recommendation #3)

Responsibility: Community Development Department

Timeframe: November 2006

Fiscal Note: \$85,000.00

Status: The process for appeals and costs associated with the cost of enforcement are being evaluated based on staff time spent with various code enforcement actions. Evaluation of administrative fees and fines associated with the actions to determine the true costs are part of this effort. The fines and administrative fees of Winston-Salem, Gastonia, and Wilmington are being surveyed for comparison purposes.

Action Item #4: Consider creating a Neighborhood Commission

Responsibility: Community Development Department

Timeframe: January 2007

Fiscal Note: To be determined

Status: Staff is in the early stages of collecting information on existing and successful Neighborhood Commissions that includes but is not limited to:

- a. Bylaws**
- b. Purpose, roles, and functions**
- c. Composition**
- d. Authorities and training**
- e. Programs**
- f. Method of appointments**

Before December 31, 2006 efforts will be made to involve current neighborhood organizations in this planning process. By January 2007, staff will recommend possible options to City Council for the creation of a commission and staffing needs to carry out this function.

Action Item #5: Implement an enhanced collection effort for demolition, boarding up, and nuisance abatement expenses incurred by the City in its enforcement of the City Code including coordination with the County Legal Department on tax foreclosure actions.

Responsibility: City Attorney's Office

Timeframe: On-going

Fiscal Note: \$15,000

Status: The City Attorney's Office and Financial Services Department have developed a procedure for the coordination of collection efforts for demolition, boarding up, and nuisance abatement expenses. For nuisance abatement, the procedure involves invoicing the owner and, if not paid, the filing of a lien and the initiation of a civil collection lawsuit. For boarding up and demolition, the procedure involves invoicing the owner and, if not paid, the filing of a lien and the initiation of a foreclosure lawsuit. Prior to the initiation of a lawsuit, coordination occurs with the County Legal Department to allow pursuit of a tax foreclosure lawsuit by the County, if appropriate. Outside legal counsel is to be retained in order to accomplish a title search when necessary and the initiation of lawsuits. Funds were allocated in the 2006-2007 budget for this expense. The implementation of this procedure and the utilization of these funds, as necessary, will be ongoing.

Action Item #6: Rezone remaining predominantly single-family use neighborhoods to an "S district" classification (See TFPNH recommendation #6)

Responsibility: Community Development Department

Timeframe: December 2006

Fiscal Note: \$4,500.00 in advertising costs

Status: This is an ongoing process to rezone approximately 20 neighborhood areas to an "S" district classification. In 2005 City Council rezoned seven neighborhoods by four separate zoning actions. Six neighborhoods will be proposed for rezoning at the August 15, 2006 Planning and Zoning Commission Meeting (September Council consideration). Staff had intended to rezone three neighborhoods by December 2006, however, staff decided to accelerate that schedule because no petition rezoning requests were submitted for the August meeting of the P&Z Commission. Staff will, per the Planning Division work plan, rezone not less than three additional neighborhoods by July 2007. Additional neighborhood rezoning may be undertaken during that time period (January 2007 – July 2007) depending on the workload.

Action Item #7: Develop and adopt neighborhood plans to guide policy and investment decisions in older, established single-family neighborhoods (See TFPNH recommendation #9)

Responsibility: Community Development Department

Timeframe: On-going

Fiscal Note: No direct costs

Status: This is an ongoing process to develop neighborhood plans. Establishment of the plan format by August 2006 and completion of the first neighborhood plan by January 2007.

Action Item #8: Consider placing more electric lines underground in existing neighborhoods

Responsibility: City Manager and GUC

Timeframe: October 2006

Fiscal Note: To be determined

Status: Placing electric lines underground is a part of the North Greene Street enhancement project. Underground electric lines have also been studied as part of the streetscape projects for the West Greenville and Center City areas.

Action Item #9: Transition to Community Oriented Code Enforcement

Responsibility: Community Development Department

Timeframe: November 2006

Fiscal Note: To be determined

Status: With the transfer of Code Enforcement to the Community Development Department and restaffing of the division, community focus areas for each officer were assigned in April 2006. This approach focuses patrol areas to those neighborhoods that typically require a greater degree of enforcement activity. Strategic areas/communities have officers patrolling multiple days of the week. These actions will build the foundation and develop staff for transition to a community-oriented code enforcement program. With an unexpected nuisance officer vacancy occurring in July, the opportunity exists to convert the nuisance officer position to a full-fledged code enforcement officer, thus providing five full code enforcement inspectors in the field possessing the same authority and enforcement powers. This opportunity appears

to be an important cornerstone for the transition to community-oriented code enforcement.

Action Item #10: To address high utility bills, include energy efficiency as a key component in all City sponsored new construction and rehabilitation

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: To be determined for each home

Status: All house construction projects initiated by the City through the Community Development Department require compliance with the Greenville Utilities E-300 program. In addition, housing rehabilitation projects have energy efficient measures integrated into the work write-up.

B. *Objective: Set up pilot project in T.R.U.N.A. and all areas of City to increase homeownership*

Action Item #1: Create economic incentives to encourage reinvestment in established single-family neighborhoods (See TFPNH recommendation #7)

Responsibility: Community Development Department

Timeframe: May 2006

Fiscal Note: \$30,000

Status: The City employee based homebuyer assistance program for the university area was approved by City Council in April 2006. Additional funding was included in the 2006-2007 budget.

Action Item #2: Develop and empower neighborhood associations, including financial assistance to train leaders and build organizational capacity (See TFPNH recommendation #8)

Responsibility: Community Development Department

Timeframe: July 2006

Fiscal Note: \$71,000.00

Status: This item is related to the Neighborhood Commission and would be identified as one of many work items for the Neighborhood Commission and would include a budgetary item for programs and materials that would empower neighborhood associations.

C. *Objective: More new housing in the 45-Block Revitalization Area*

Action Item #1: Obtain buildable lots for construction of new housing units; construct 12 new houses for owner occupancy over the next two years

Responsibility: Community Development Department

Timeframe: December 2008

Fiscal Note: \$660,000.00

Status: Four homes were built and four homes were converted in 2005-2006. Staff is evaluating a proposal for the construction of 4-5 more homes for City Council consideration by September 2006. Funds for new construction, homebuyer assistance, and conversion were included in the 2006-2007 Annual Plan of Activities. Since February 2006, 14 properties have been acquired for housing development once standard lots are created, 14 offers are pending, and 4 substandard commercial properties have been acquired with 3 offers pending.

D. *Objective: Stay focused on revitalization block-by-block (MLK Jr. Drive)*

Action Item #1: Continue to conduct activities on block-by-block basis, with bi-monthly updates to City Manager and City Council; focus on acquisition, demolition, new construction, and infrastructure improvements

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: \$1,500,000.00

Status: Updates to the City Manager and City Council on activities within the Redevelopment Area continue. Several key parcels such as Anthony's, the store at the corner of Martin Luther King, Jr. Drive and 14th Street (which is temporarily being used as a community garden site), were acquired along with other properties being optioned.

E. *Objective: Expand loan program for conversion of rental property*

Action Item #1: Convert rental properties to owner-occupied housing; develop a Citywide down payment assistance program to assist 20 homebuyers over the next two years

Responsibility: Community Development Department

Timeframe: December 2008

Fiscal Note: \$100,000.00

Status: Conversion of rental properties to owner-occupied housing is an on-going process. Four homes were converted in 2005-2006 (for further details please refer to Goal 6, Objective C, Action Item #1.)

F. *Objective: Have open lines of communication with Greenville Housing Authority – monitoring Section 8 distribution*

Action Item #1: Hold quarterly staff meetings with Greenville Housing Authority to discuss mutual issues and goals related to redevelopment and housing

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: No direct cost

Status: Community Development Department staff meets on a regular basis with Housing Authority staff. The development of a Youthbuild grant is a result of coordination between the two groups.

G. *Objective: Assisted living*

Action Item #1: Partner with developer(s) to develop and construct an assisted living center for elderly citizens in the 45-Block Revitalization Area

Responsibility: Community Development Department

Timeframe: December 2008

Fiscal Note: Land acquisition and development costs to be determined

Status: The Redevelopment Commission has included an assisted living center feasibility study in its 2006-2007 Annual Work Plan. It is expected that the Redevelopment Commission will begin studying the issue in the fall of 2006.

H. *Objective: Follow through on plans (i.e. Parks/Recreation Plan, neighborhood parks)*

Action Item #1: Amend the subdivision and zoning regulations to require recreation and open space reservations and/or dedications based on population impact

Responsibility: Community Development Department

Timeframe: April 2006

Fiscal Note: None

Status: A draft ordinance was completed by City staff in December 2005 and presented to the Recreation and Parks Commission

in January 2006. The Recreation and Parks Commission established a review committee in February 2006 to study the proposed ordinance. The review committee has held two meetings.

Action Item #2: Update and amend the Parks Comprehensive Master Plan

Responsibility: Recreation and Parks Department
Timeframe: July 2007
Fiscal Note: \$30,000.00

Status: Funds were approved in the Capital Improvement Program to update the master plan. Recreation and Parks staff is now preparing to accept proposals from consultants to perform the update.

Action Item #3: Prioritize the need and locations of neighborhood parks

Responsibility: Recreation and Parks Department
Timeframe: July 2007
Fiscal Note: None

Status: Neighborhood parks will be included in the updated master plan.

I. *Objective: Develop a 20-30 year land plan*

Action Item #1: On an annual basis, conduct an internal review of the goals, objectives and implementation actions of the Horizons Comprehensive Plan

Responsibility: Community Development Department
Timeframe: December 2006 and December 2007
Fiscal Note: No direct cost

Status: The internal review is to be completed and presented to the Planning and Zoning Commission at the times specified and each year thereafter.

Action Item #2: Every five years, conduct an update of the Horizons Comprehensive Plan; amend goals, objectives, and implementation actions as necessary

Responsibility: Community Development Department
Timeframe: Begin update process in 2007
Fiscal Note: No direct cost

Status: To be undertaken and completed as specified.

J. *Objective: Monitor bank compliance with the federal Community Reinvestment Act*

Action Item #1: Staff will schedule and coordinate at least one meeting per month with financial institutions to discuss Community Reinvestment Act initiatives and potential partnerships with city revitalization efforts

Responsibility: Community Development Department

Timeframe: March 2007

Fiscal Note: No direct cost

Status: Community Development staff has initiated meetings with representatives of a six banks to date. Community Development staff has also made contact with staff from The Community Investment Corporation of North Carolina (CICNC). City and CICNC staffs are exploring the possibility of establishing a low-interest loan pool through a consortium of local lenders to serve the Center City-West Greenville Revitalization Area.

K. *Objective: Disposition of excess property*

Action Item #1: Dispose of any excess property in the 45-Block Revitalization Area

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: Minimal direct cost

Status: Staff continues to work to combine substandard lots into standard lots for redevelopment in accordance with the Redevelopment Plan. This includes lots for construction of homes or redevelopment for non-residential purposes. These properties are made available to the public and interested redevelopment partners through direct mailing and legal notices.

Action Item #2: Develop a citywide program for identification and disposal of unused City properties for sale, with regular notices of availability

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: To be determined

Status: Work on accomplishing this Action Item will begin during the next six months. The work will involve expanding citywide the disposition efforts in the 45-Block Revitalization Area.

7. Goal: Promote Economic Development in the City

A. *Objective: Support and advocate investment for a vibrant and prosperous Center City*

Action Item #1: Adopt and implement the *Center City – West Greenville Revitalization Plan* as the guiding framework plan for future City activities and investment

Responsibility: Redevelopment Commission, City Council, and Affordable Housing Loan Committee

Timeframe: Ongoing

Fiscal Note: \$10 million initial City investment with bond funds

Status: The Redevelopment Commission has adopted an Annual Work Plan that includes 18 initiatives or programs. The Redevelopment Commission plans to request authorization from the City Council in August 2006 to expend bond funds on the approved programs and projects.

Action Item #2: Foster partnerships with East Carolina University and Uptown Greenville for expanded uptown developments

Responsibility: Community Development Department

Timeframe: Ongoing

Fiscal Note: To be determined

Status: The Redevelopment Commission, along with City staff working on their behalf, continues to foster relationships between Uptown Greenville and East Carolina University. These efforts include periodic meetings with both Uptown Greenville leadership as well as with University staff.

Action Item #3: Explore acquiring former Park Theater for a community performing arts theater

Responsibility: City Manager

Timeframe: September 2006

Fiscal Note: To be determined

Status: The City Manager has continued to discuss with Uptown Greenville representatives and the Park Theater owners the potential for converting this structure into a community performing arts theater.

Action Item #4: Develop requirements for downtown wireless Internet service

Responsibility: Information Technology Department

Timeframe: June 2006

Fiscal Note: No direct costs

Status: The Uptown Greenville wireless Internet pilot project is planned. General requirement documents have been prepared and the Information Technology Department has received two cost proposals. See also Goal 3, Objective C, Action Items 2-4.

Action Item #5: Select vendor and implement wireless solution.

Responsibility: Information Technology Department

Timeframe: September 2006

Fiscal Note: \$85,000 cost of hardware and installation services.

Status: Preliminary estimates range from \$78,000 to \$105,000. A detailed report for City Council consideration is planned for completion in September.

B. *Objective: Create more downtown residential housing with historic architecture for all income levels*

Action Item #1: In accordance with the Center City and West Greenville Revitalization Plans, staff will develop conceptual plans for housing in the 1st Street/Town Commons area and in the Historic Warehouse District

Responsibility: Community Development Department

Timeframe: June 2006

Fiscal Note: Minimal direct costs

Status: As part of the Redevelopment Commission's Annual Work Plan, Community Development staff is working with private developers to determine the feasibility of redeveloping a portion of First Street to include housing, office, and retail space.

Action Item #2: Staff will contact private sector financial and development partners to structure development agreements that will move the housing plans from concept to reality

Responsibility: Community Development Department

Timeframe: June 2007

Fiscal Note: To be determined

Status: This Action Item will be addressed when the plans discussed in the previous Action Item move to the implementation stage.

Action Item #3: Working with Uptown Greenville, staff will develop site design guidelines that will ensure new construction and substantial renovations in the Center City conform to the historic and aesthetic character of the area

Responsibility: Community Development Department

Timeframe: June 2007

Fiscal Note: Minimal direct costs

Status: Under the direction of the Greenville Redevelopment Commission, staff is working with a group of volunteers representing the Uptown Greenville organization to develop a set of site design guidelines. If adopted, these guidelines will provide for development within the Uptown area that is compatible with the architectural form of existing structures.

C. *Objective: Promote opportunities for small and minority businesses, and encourage utilization of the minority workforce*

Action Item #1: Revise/update City's current MWBE program to increase and enhance outreach to small businesses

Responsibility: Financial Services Department

Timeframe: December 2006

Fiscal Note: \$40,082

Status: A revised M/WBE directory for 2006 has been completed and placed on the City's and GUC's websites. A staff position for an MWBE Coordinator was approved by the City Council as part of the 2007-2008 Financial Plan. These changes will allow the MWBE program to increase and enhance outreach efforts significantly to MWBE vendors.

Action Item #2: Implement process for analyzing the City's use of minority contractors to determine whether the stated goals of the MWBE program are being met. Prepare monthly/quarterly/yearly reports on the utilization of MWBE firms by the City of Greenville and Greenville Utilities Commission

Responsibility: Financial Services Department

Timeframe: December 2006

Fiscal Note: \$40,082

Status: In working with the Information Technology Department, Financial Services staff are now able to prepare monthly/quarterly/yearly reports that show a total of all purchase orders awarded to MWBE vendors. These reports show a total dollar amount of all purchase orders by the City of Greenville and the percentage of the dollar value of the purchase orders issued to MWBE vendors.

D. *Objective: Retain businesses in the redevelopment areas*

Action Item #1: Evaluate the establishment of a small business incubator similar to the one recently built in Raleigh.

Responsibility: Financial Services and Community Development
Departments

Timeframe: October 2007

Fiscal Note: To be determined

Status: The Redevelopment Commission has included this item in their 2006-2007 Annual Work Plan. Financial Services staff have conducted research and found information on the six most prominent North Carolina business incubator programs and has also researched data through the National Business Incubator Association (NBIA). The next step is to contact each of the North Carolina business incubator programs to try to learn more about how they established their individual programs. City staff will begin exploring the feasibility of implementing this concept in the spring of 2007.

Action Item #2: Contact all businesses within the West Greenville Redevelopment Area that are considering relocation to offer assistance to relocate within the Redevelopment Area

Responsibility: Community Development Department

Timeframe: July 2006 and then ongoing

Fiscal Note: To be determined

Status: City staff, working on behalf of the Redevelopment Commission, hosted a business roundtable event on May 30, 2006, during which many current and prospective West Greenville business owners offered comments on how to improve the business climate in the area. A second meeting will be scheduled for early fall.

E. *Objective: Encourage small business development*

Action Item #1: Sponsor HUB Academy in partnership with East Carolina University and Carolinas Associated General Contractors

Responsibility: Financial Services Department

Timeframe: June 2006

Fiscal Note: \$2,000

Status: The City of Greenville, along with East Carolina University and Carolinas Associated General Contractors, sponsored its first HUB Academy. The classes began on March 14, 2006, and graduation was held on June 27, 2006. There were 21 participants in the academy, which is the largest HUB Academy conducted in North Carolina to date.

Action Item #2: Research and evaluate the possibility of implementing a mentor program for small businesses. This program would partner small contractors with a large firm doing business in the same industry to assist the small business in being successful in a very competitive environment

Responsibility: Financial Services Department

Timeframe: September 2006

Fiscal Note: To be determined

Status: Research has been done on business mentoring programs. While more research and planning are needed to implement this type of program, it is hoped that relationships formed as a result of conducting the HUB Academy will serve as the foundation for this program.

F. *Objective: Promote the City to retain and expand business/industry and provide quality jobs*

Action Item #1: Continue to work closely with Pitt County Development Commission, Chamber of Commerce, East Carolina University, Pitt Community College, University Health Systems, and others to retain and expand business and industry and to encourage job creation with full benefits

Responsibility: City Manager

Timeframe: Ongoing

Fiscal Note: To be determined as needed

Status: The City Manager coordinates regularly with the Development Commission staff on business and industrial prospects. The City Manager represents the City on the Chamber of Commerce and Committee of 100 Boards. The

City Council has provided \$10,000 for 2005-2006 and 2006-2007 to facilitate the opening in Greenville of a regional office of the North Carolina Biotechnology Center.

8. **Goal: Provide a Safe Community**

A. *Objective: Create and implement community policing policies that increase public contact and improve the perception of the Police Department*

Action Item #1: Allocate resources to best provide community policing based on calls for service analysis completed in 2005

Responsibility: Police Department

Timeframe: December 2006

Fiscal Note: To be determined

Status: The Police Department command staff has completed the preliminary work to facilitate geographic accountability of officers. Department management has reviewed the organizational structures and resource allocation plans of other law enforcement agencies that have instituted department wide community policing. An analysis has been completed of crime statistics and calls for service data in anticipation of redrawing or redefining patrol districts. Major changes in resource allocation have been delayed until Chief Anderson can formulate a comprehensive community policing plan.

Action Item #2: Increase use of activity data to hold officers and supervisors accountable to assigned communities

Responsibility: Police Department

Timeframe: Ongoing

Fiscal Note: Cost of upgraded computer system is \$1,200,000

Status: This Action Item is largely dependent on the installation of new computer software to generate more detailed crime analysis data. The Information Technology Department is considering proposals for this project. An interdepartmental committee consisting of staff from the Police, Fire Rescue, and IT Departments will select a software vendor in the near future.

Action Item #3: Increase public contact by the command staff of the Police Department by attendance at more community organization meetings

Responsibility: Chief of Police

Timeframe: On-going

Fiscal Note: No cost

Status: The command staff has been identifying community groups and attending meetings and community events. All command staff officers are documenting these activities. During the past year, Command staff personnel attended 175 meetings of 32 different community groups.

Action Item #4: Provide support for expanded community policing efforts

Responsibility: City Council and City Manager

Timeframe: On-going

Fiscal Note: To be determined

Status: The City Manager recommended and the City Council approved an appropriation of \$750,000 in the Capital Improvement Program for 2006-2007 as the first installment in acquiring a new records management system. This system will be an important component of the community policing initiative.

B. *Objective: Become more active in the prevention of juvenile violence in the community*

Action Item #1: Implement after school program to target at risk youth

Responsibility: Police Department

Timeframe: December 2006

Fiscal Note: To be determined

Status: Information on similar programs from other law enforcement agencies has been obtained. Chief Anderson will be working on a proposal for consideration by December 2006.

Action Item #2: Partner with Pitt County and other municipal law enforcement agencies to target gang activity

Responsibility: Police Department

Timeframe: October 2006

Fiscal Note: To be determined (Federal funding request made)

Status: Several law enforcement, criminal justice, and non-profit agencies in Pitt County working together applied for and on

March 31, 2006 received a state gang prevention grant of \$370,561. The Greenville Police Department was awarded \$184,136 for Blue Print for Peace and Project Unity. Both of these programs are designed towards intervention and prevention of gang violence.

Action Item #3: Partner with Citizens United Against Violence to address youth violence issues

Responsibility: Police Department

Timeframe: October 2006

Fiscal Note: To be determined (Grant applications pending)

Status: The Police Department has remained active with Citizens United Against Violence. Captain Hardy serves as a leader of the group. Investigators are participating in weekly gang meetings with other Pitt County agencies.

C. *Objective: Strengthen crime prevention efforts by increasing participation in community watch programs*

Action Item #1: Coordinate district officer participation with community watch programs

Responsibility: Police Department

Timeframe: Ongoing

Fiscal Note: Some overtime cost to be determined

Status: The Crime Prevention Unit activated 13 new or existing neighborhood watch programs last year and will try to continue this rate of activation for 2006.

Action Item #2: Develop and implement new crime prevention programs with existing partners (community watch and other community organizations) and pursue new partnerships with faith based organizations

Responsibility: Police Department

Timeframe: March 2007

Fiscal Note: Minimal direct cost

Status: Chief Anderson is assessing the current operational practices and philosophies of the Police Department. Changes in operational tasks of various positions and units will address these goals.

D. *Objective: Improve the efficiency of public safety resources by addressing the Police response to false alarms*

Action Item #1: Study the current ordinance and current practices of other municipalities.

Responsibility: Police Department

Timeframe: July 2006

Fiscal Note: No direct cost

Status: The Police Department is collecting and reviewing the false alarm ordinances of other municipalities and also analyzing the current procedures for false alarms in Greenville.

Action Item #2: Formulate implementation plan to be presented to Council

Responsibility: Police Department and City Attorney

Timeframe: October 2006

Fiscal Note: To be determined

Status: An implementation plan will be formulated for City Council consideration based on the research and analysis described in the preceding Action Item.

E. *Objective: Strengthen preparedness for a major disaster*

Action Item #1: Partner with the Pitt County Red Cross to jointly provide training to the business community on emergency management and business survival from disasters

Responsibility: Fire-Rescue Department

Timeframe: September 2006

Fiscal Note: To be determined

Status: Limited business survival training has been provided; the partnership with the American Red Cross, however, has not been implemented due to a change in direction with the Red Cross.

Action Item #2: Rewrite the City's Emergency Management Operations Guidelines

Responsibility: Fire-Rescue Department

Timeframe: July 2006

Fiscal Note: No direct cost

Status: The scope of the project has expanded and now includes the Emergency Operations Plan, Continuity of Operations Plan, and Information Technology Disaster Recovery Plan. A grant

was secured to complete all three plans with assistance from a consultant (Beck Disaster Recovery,) with a targeted completion date of September 30, 2006.

9. Goal: Develop Transportation Initiatives to Meet Community Growth and Ensure a Sustainable Community

A. Objective: *Improve roads leading into and out of the City*

Action Item #1: Continue the inventory of conditions for all State and City-maintained roadways within the City

Responsibility: Public Works Department

Timeframe: October 2006

Fiscal Note: Direct cost estimated at \$75,000 for ITRE Street Condition Inventory Update

Status: A pavement condition survey of City-maintained streets was completed in 1998. The survey is to be updated this fall. NCDOT is to provide its 2006 pavement condition survey for State-maintained streets within the City. This information will be incorporated into a citywide street condition survey.

Action Item #2: Prioritize for improvement/repair based on condition survey

Responsibility: Public Works Department

Timeframe: December 2006

Fiscal Note: No direct costs. Priority established in-house based on condition survey

Status: This Action Item will be completed after the updated inventory report has been completed, which is identified in the previous Action Item.

Action Item #3: Develop schedule for repair of City-maintained streets (resurfacing program)

Responsibility: Public Works Department

Timeframe: December 2006

Fiscal Note: No direct cost. Schedule prepared in-house

Status: A schedule will be developed based on priorities established in the preceding Action Item. This schedule will serve as the basis for the 2006-2007 Resurfacing Project.

Action Item #4: Meet with NCDOT to develop schedule for repair of State highways

Responsibility: Public Works Department

Timeframe: October 2006

Fiscal Note: No direct costs. Meeting and negotiations with NCDOT performed in-house

Status: City staff will review NCDOT's pavement condition report and make recommendations to NCDOT's County Maintenance Engineer for consideration in their upcoming annual resurfacing project.

Action Item #5: Work with Greenville Urban Area MPO and NCDOT to promote construction of new roads

Responsibility: Mayor, City Manager, and Public Works Department

Timeframe: Ongoing

Fiscal Note: Will be direct reimbursable for some of these activities as part of the MPO Grant; otherwise, no direct cost.

Status: The Greenville Urban Area MPO adopted the Metropolitan Transportation Improvement Program (TIP) in late July 2005. In September 2005, the Greenville Urban Area MPO adopted a resolution establishing the MPO's 2005-2006 Transportation Improvement Priorities, which have been presented to the North Carolina Department of Transportation. City staff continues to work with NCDOT to promote the area's most important transportation projects.

B. *Objective: Develop initiatives/programs to reduce urban congestion*

Action Item #1: Conduct Congestion Management Study for the Greenville Boulevard/Memorial Drive Corridor

Responsibility: Public Works Department

Timeframe: April 2006

Fiscal Note: Estimated cost of study \$70,000 with \$56,000 reimbursable through MPO Grant.

Status: Completed. Stantec Consulting Services presented its final report with recommendations to City Council in June 2006.

Action Item #2: Meet with largest employers to discuss feasibility of staggered starts, and park and ride programs

Responsibility: Public Works Department

Timeframe: June 2006

Fiscal Note: No direct cost. Contact and discussions performed by in-house personnel

Status: The largest employers were contacted to ascertain interest in participation in a survey relating to alternative forms of transportation. Survey has been prepared for distribution.

Action Item #3: Continue to participate in Public Transportation Working Group

Responsibility: City Manager and Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct cost. Staff works with Pitt County, ECU, and PATS

Status: The working group will meet in early fall of 2006 after ECU begins its fall semester.

C. *Objective: Promote/lobby for state and federal funding for local transportation improvements*

Action Item #1: Continue to work through the Greenville Urban Area MPO to publicize and lobby for the most important transportation needs

Responsibility: Mayor, City Manager, and Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct costs anticipated; 80% of incurred costs reimbursable through the MPO

Status: Reevaluation of the Greenville Urban Area MPO's Transportation Priorities will take place during July through October. The priorities process publicizes the area's most important transportation needs, and the Transportation Priorities List is used to lobby state and federal governments for transportation projects.

Action Item #2: Work with NCDOT Board members and local legislative delegation to promote the most important transportation needs

Responsibility: Mayor and Council, City Manager, and Public Works Department

Timeframe: Ongoing

Fiscal Note: No direct costs anticipated; 80% of incurred costs reimbursable through the MPO

Status: Efforts through the MPO, direct contact with legislators, and working with the Ferguson Group have resulted in projects being funded in the areas of public transportation and greenways.

Action Item #3: Work with NCDOT and CSX to relocate rail switching yard

Responsibility: Public Works Department

Timeframe: December 2006

Fiscal Note: To be determined

Status: NCDOT is currently conducting a study related to railroad crossings and switching activities in Greenville. A final report of the study results is expected to be completed this fall.

D. *Objective:* Increase ridership on Greenville Area Transit (GREAT)

Action Item #1: Develop marketing program to better promote Greenville Area Transit (GREAT)

Responsibility: Public Works Department

Timeframe: Immediate

Fiscal Note: Costs will be absorbed in this year's budget and included as part of the FY 06-07 budget

Status: Ridership on GREAT has increased by more than 10 percent as compared to last year. GREAT route schedules and service listings are now available in both English and Spanish. Informational fliers, a new paratransit brochure, and a summer brochure for kids are also being distributed. Staff has appeared on local radio shows to promote the recent route addition. The Daily Reflector carried a positive article and editorial in early July promoting GREAT services. Development of videos produced by the City's Public Information Office will begin in July 2006. Website information on GREAT has been increased and updated.

Action Item #2: Increase distribution of information/route schedules for GREAT

Responsibility: Public Works Department

Timeframe: July 2006

Fiscal Note: Cost associated with this Action Item is included in 06-07 budget

Status: 3,000 schedules will be printed in July 2006 and distributed to public and private agencies for easy access.

Action Item #3: Develop partnerships with other agencies to facilitate the use of GREAT

Responsibility: Public Works Department

Timeframe: December 2006

Fiscal Note: No direct cost associated – Will be completed in-house

Status: Public Works staff are working with area vocational rehabilitation and social service agencies to increase the use of GREAT for their clients. Pass/ticket sales to these agencies have increased significantly.

E. Objective: Improve and make safer pedestrian crossings throughout Greenville

Action Item #1: Evaluate crosswalks at all existing signalized intersections

Responsibility: Public Works Department

Timeframe: July 2006

Fiscal Note: No direct cost. Evaluations will be performed with existing staff

Status: Staff has completed this evaluation process identifying those locations in need of new pavement markings. A report and schedule for improvements are being developed.

Action Item #2: Replace worn out crosswalk markings with thermoplastic pavement markings

Responsibility: Public Works Department

Timeframe: Complete by December 2006

Fiscal Note: Direct costs of materials and labor are included in current operating budget and for the FY 2006-2007 budget

Status: Traffic Services will begin this work in August 2006 based on the evaluation completed in the preceding Action Item.

Action Item #3: Develop program to replace existing pedestrian signal heads with countdown pedestrian signals

Responsibility: Public Works Department

Timeframe: Program will be developed by July 2006. Implementation of program will be ongoing.

Fiscal Note: Program is subject to receiving funds for signal equipment.

Status: An inventory of signalized intersections with pedestrian signal heads was conducted. As funds are available, intersections in

the downtown area will be replaced first. NCDOT is installing countdown pedestrian signals at several locations as part of its work on Phase II of the Computerized Traffic Signal System.

Action Item #4: Include countdown pedestrian signal heads at new signal installations where sidewalks exist

Responsibility: Public Works Department

Timeframe: Ongoing as signalization projects develop

Fiscal Note: Costs of countdown pedestrian signal heads will be included as part of an overall project for a new traffic signal installation at an intersection with sidewalks.

Status: As new signals are installed, countdown pedestrian signal heads will be included as part of the design and equipment where sidewalks exist.

10. Goal: Maintain the Financial Stability of the City

A. Objective: *Improve the format of financial information decision-making*

Action Item #1: Reformat the budget to a two-year budget and establish a fleet management fund

Responsibility: Financial Services Department and City Manager

Timeframe: June 2006

Fiscal Note: To be determined by budget process

Status: The budget was reformatted to a two-year budget and adopted by City Council on June 8, 2006. As part of the adopted budget, a vehicle replacement (fleet management) fund was established for the replacement cost of vehicles and equipment.

Action Item #2: Adopt revised investment policy to better manage City funds

Responsibility: City Council

Timeframe: March 2006

Fiscal Note: No direct cost

Status: The City Council adopted a revised investment policy on March 6, 2006.

B. Objective: *Determine plans for moving forward on annexations*

Action Item #1: Develop an Annexation Policy and Implementation Plan for City Council consideration

Responsibility: City Manager and Community Development Department

Timeframe: September 2006

Fiscal Note: No direct cost

Status: The Assistant City Manager created an annexation sourcebook that contains relevant NC General Statutes, the NC League of Municipalities annexation guidebook, and model annexation service plans. In August the Assistant City Manager will coordinate a staff meeting to discuss annexation policy and service plan development. It is anticipated that members of Public Works, Financial Services, and the City Attorney's Office will provide assistance in developing the final document.

Action Item #2: Adopt an Annexation Policy and Implementation Plan

Responsibility: City Council

Timeframe: October 2006

Fiscal Note: No direct cost

Status: Pending completion of the preceding Action Item.

Action Item #3: Initiate annexation process for River Hills Subdivision

Responsibility: City Manager and Community Development Department

Timeframe: July 2006

Fiscal Note: To be determined

Status: This item is pending the completion of acquisition of intervening property to facilitate a contiguous boundary between the primary city limits and the River Hills subdivision. The annexation schedule is to be established once the annexation area is qualified as contiguous via the annexation of intervening City-owned parcels. The City Manager has continued to discuss sewer service to the area with GUC representatives.